

Source Selection

Source Selection Advisory Council (SSAC)

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October 2003

Source Selection Advisory Council (SSAC)

A Group of senior Government personnel who provide counsel during the source selection process and prepare a comparative analysis of the Source Selection Team's evaluation results, unless otherwise directed by the SSA

SSAC Chairperson's Duties

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- **Prior to Receipt of Proposals:**
 - Appoint SSAC members subject to SSA approval
 - Other than Secretariat, HQ USAF and
 - Joint Service members
 - Ensure that:
 - SSAC members are knowledgeable of their responsibilities
 - Involved from the beginning of the source selection process (e.g. acquisition strategy meeting)

SSAC Chairperson Duties (Continued)

- Prior to Receipt of Proposals (Continued):
 - Instruct SSAC members to comply with applicable standards of conduct and sign the Source Selection Information Briefing Certificate
 - Review the Source Selection Plan (SSP) prior to SSA review/approval

SSAC Chairperson Duties (Continued)

- After Receipt of Proposals :
 - Convene the SSAC meetings to review the evaluation and findings of the SSET
 - Provide advice and/or analysis as requested by the SSA
 - Provide briefings and consultation at the request of the SSA

SSAC Chairperson Duties (Continued)

- After Receipt of Proposals (Continued):
 - Review comparative analysis performed by the SSAC unless the SSA does not require it
 - If requested by the SSA, provide the SSAC recommended source selection decision for the SSA's consideration

SSAC Member Duties

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- **Prior to Receipt of Proposals:**
 - Review the Source Selection Plan (SSP) and provide comments to the SSAC Chairperson prior to SSA review/approval
- **After Receipt of Proposals :**
 - Review the evaluation and findings of the SSET and provide advice and analysis as requested by the SSAC Chairperson
 - Assist SSAC Chairperson in providing

SSAC Member Duties (Continued)

- **After Receipt of Proposals (Continued):**
 - Assist SSAC Chairperson in providing comparative analysis of offers unless the SSA does not require it
 - If requested by the SSA, assist the SSAC Chairperson develop a recommended source selection decision for the SSA's consideration

SSAC Contribution

- When an SSAC is used, the SSAC chair will manage SSAC contribution to any briefing
- SSAC input will be a discrete supplement to the information presented by the SSET, rather than a refinement or revision of any SSET briefing